

**CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
May 19, 2006**

BOARD MEMBERS:	Dr. Martin Gabica, Chair	Comm. Phil Davis
	Comm. Mary Egusquiza, Vice-Chair	Jane Young, RN, ND, CRNP
	Steve Scanlin, JD, Trustee	Comm. Fred Lawson
	Russell A. Duke, Secretary	Betty Ann Nettleton, RN

GUEST:	Rick Yzaguirre, Ada Co. Commissioner	Kathleen Allyn
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STAFF:	Cindy Trail	Dave Fotsch	Rob Howarth
	Meghan Muguira	Margaret Ross	Donna Mahan
	Mike Reno		

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The Central District Health Department Budget Hearing was called to order at 1:07 p.m.

RETIREMENT OF DR. MARTY GABICA – Russell Duke

Russell Duke presented a thank you gift to Dr. Martin Gabica in recognition of his 15 years of service and dedication to the Central District Health Department Board of Health.

BUDGET HEARING FOR FY2007 – Commissioner Fred Lawson

Commissioner Fred Lawson of Boise County, Chairman of the Budget Hearing, called the public hearing of the proposed FY2007 budget for the Central District Health Department (CDHD) to order. Commissioner Lawson asked that everyone identify themselves for the record – Boise County Commissioner Fred Lawson; Ada County Commissioner Rick Yzaguirre, Chairman; Elmore County Commissioner Mary Egusquiza, Chairman; and Valley County Commissioner Phil Davis, Chairman.

In accordance to ID Code 39-423, the budget committee considered the counties' contribution to Central District Health Department's fiscal year 2007 budget. CDHD has requested a 3% increase for a total of \$1,778, 880. Commissioner Lawson asked for any discussion on the budget as presented.

With no further discussion, he asked for a motion to approve the budget beginning July 1, 2007 as presented to all of the Boards of Commissioners.

Motion: Commissioner Mary Egusquiza moved to approve the FY2007 budget as presented; Commissioner Rick Yzaguirre, seconded; no further discussion; all in favor; motion carried unanimously.

CALL BOARD MEETING TO ORDER – Dr. Marty Gabica

Dr. Marty Gabica, Chair called the Board of Health meeting to order at 1:15 p.m.

ACTION ON MAY 19, 2006 MINUTES – Dr. Marty Gabica

Dr. Marty Gabica asked that we modify the April 21, 2006 minutes to read 'no further discussion' instead of 'no discussion' under motions since we do have discussion on all action items. Dr. Gabica asked for a motion to approve the minutes for April 21, 2006 with the updated verbiage.

Motion: Steve Scanlin moved to approve the April 21, 2006 minutes with the new verbiage 'no further discussion' and to use this verbiage in all future minutes; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

ACTION ON BUDGET HEARING – Dr. Marty Gabica

Dr. Gabica asked for a motion to approve the FY2007 budget as presented and approved by our county commissioners at the Budget Hearing.

Motion: Commissioner Phil Davis moved to approve the FY2007 budget as presented and approved by county commissioners; Jane Young seconded; no further discussion; all in favor; motion carried.

TRUSTEE REPORT – Steve Scanlin and Russell DukeResolutions for June IAB

Steve Scanlin, Trustee presented 11 different resolutions to be introduced at the Idaho Association of Boards (IAB) on June 14-16, 2006. After discussing the resolutions, board members not attending IAB were asked to provide a proxy vote supporting or opposing each of the 11 resolutions.

Steve Scanlin asked that the Board take a unified stand on HB 558. Dr. Gabica asked for a motion regarding the Board of Health's stance on resolution, District 7 Board of Health Resolution of Support of House Bill 558.

Motion: Steve Scanlin moved to oppose District 7 Board of Health Resolution to Support House Bill 558; Betty Ann Nettleton seconded: no further discussion; all in favor; motion carried unanimously.

FY2006 BUDGET REVISION – Meghan Muguira

Meghan Muguira presented a second revision for FY2006 budget as a result of adjustments in revenues that included the State appropriation and expenditures that included the Admin wing remodel.

Dr. Gabica asked for a motion to approve the FY2006 Second Budget Revision.

Motion: Steve Scanlin moved to approve the FY2006 Second Budget Revision; Jane Young seconded; no further discussion; all in favor; motion carried.

FINANCIAL REPORT – Meghan MuguiraJuly through April Budget to Actual

The "Budget to Actual" report for July through April was reviewed based on the approved second FY2006 Budget Revision, comparing fee revenue to the prior two years. With 83% of the budget completed and 87% of our fees collected, we will have a carryover at the end of the year. Contracts are on budget for yearend. Other revenues are on track, which includes Senior Nutrition donations.

Under expenditures, we are in good standing with personnel cost at a 1.5% salary savings (\$123,800). In operating cost, we currently show a savings but will have expenditures against the savings. Under Capital Outlay, we see the reflection of the approved budget revision.

ELECTION OF OFFICES FOR BOARD MEMBERS – Dr. Marty Gabica

Asking for three separate motions, Dr. Gabica led the election of new officers for FY2007 – Chairman, Trustee, and Vice-Chairman,

Motion: Jane Young moved to elect Steve Scanlin as Chairman for CDHD Board of Health FY2007; Betty Nettleton seconded; no further discussion; all in favor; motion carried.

Motion: Commissioner Mary Egusquiza moved to elect Betty Ann Nettleton as Trustee for CDHD Board of Health FY2007; Phil Davis seconded; no further discussion; all in favor; motion carried.

Motion: Steve Scanlin moved to elect Commissioner Mary Egusquiza as Vice-Chairman for CDHD Board of Health FY2007; Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

REVISION TO THE NUTRIENT-PATHOGENS POLICY – Rob Howarth

Rob Howarth reviewed the policy revisions made in December 2005 to help clarify the new proposed revisions which are as follows:

1. When a subdivision has received approval using an initial Nutrient-Pathogen (NP) process and then splits the lots within that subdivision, the initial NP process will need to be updated to prove that no ill affects will result from adding additional housing.
2. For developments that did not go through the NP process, we will still allow lots to be split; however, we will require the second parcel to install a septic system that uses the most advance technology in nutrient reduction. Although the cost is substantially higher, this allows for the split to take place.

We feel these proposed revisions will allow for a safe amount of development on a given parcel of land while preserving and maintaining the original intent of the NP program.

Dr. Gabica asked for a motion to accept the revisions as presented to our current Nutrient-Pathogen policy.

Motion: Steve Scanlin moved to adapt the revisions as presented to our current Nutrient-Pathogen policy; Jane Young seconded; no further discussion; all in favor; motion carried.

FEE INCREASE FOR CHILDHOOD IMMUNIZATIONS – Russell Duke

In order to cover more of our administration cost in providing childhood immunizations, we are proposing that our current administrative fee structure per visit be moved to the following:

Current: 1st dose \$14
2nd dose \$6
3rd or more \$0

New: 1st dose \$14
2nd dose \$14
3rd or more \$0.

In addition, we will begin billing insurances for this fee, which is consistent with Family Planning billing. We feel as long as we keep our policy the same (no child will be denied immunizations based on

inability to pay); those whose income falls under Category A will still receive free immunizations. The change may encourage insured and/or higher income families to take their children to their primary care provider for immunizations, supporting the medical home concept.

Russell Duke asked for a motion to accept the change in the billing policy and proposed fee increase for childhood immunizations beginning July 1, 2007.

Motion: Commissioner Mary Egusquiza moved to accept the change in the Immunization's billing policy and the proposed fee increase for childhood immunizations from \$20 to \$28 beginning July 1, 2007; Commissioner Fred Lawson seconded; no further discussion; all in favor; motion carried.

BILLING POLICY CHANGE FOR FAMILY PLANNING SERVICES – Russell Duke

Our current Family Planning billing policy is as follows: if a client is insured and their insurance policy provides coverage for services that were rendered, they are considered a "D" client regardless of their income. We would then bill them full fee or balance bill them.

The intent of this proposal is to change Family Planning's billing process to be consistent with Immunizations, which is as follows: A's would pay 0%, B's would pay 33%, C's would pay 67%, and D's would pay 100%. If this proposal is accepted and implemented, it would cost us an estimated \$57,000 which is not reflected in the FY2007 budget. Philosophically it makes sense to move A, B, and C clients to a sliding scale; however, budget wise it would be prudent not to do so at this time.

After additional discussion, Dr. Marty Gabica concluded that we need to be consistent in our policies throughout our programs. Dr. Gabica stated we should consider implementing the sliding scale for all A clients (no balance billing) and take the next three months to reevaluate the billing process for B and C clients. He asked that we bring a new proposal reflecting a fair and consistent policy in regards to B and C clients in Family Planning to the next Board meeting

Motion: Steve Scanlin made a motion to modify the A clients in Family Planning to be consistent with Immunizations' billing policy (no balance billing) and requested a proposal for making the B and C clients billing fair in Family Planning to be presented at our next Board meeting; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

DIRECTOR'S REPORT – Russell Duke

DEQ MOU – Rob Howarth

Environment Health programs such as on site sewage, solid waste, septic tanks, public water, and pumpable waste deal closely with the Idaho Department of Environment Quality (DEQ). For more than 5 years we have maintained a Memorandum of Understanding (MOU) with DEQ which defines each of our roles in this area. We are currently developing a new MOU that will provide even more clarity in this area.

The major change is that DEQ, which has the legislative authority and responsibility for these programs, will continue to delegate responsibility to the health districts while now assuming financial liability and legal cost in enforcing their rules. This is a great financial win for the health districts.

NACCHO/NALBOH

Both the annual NACCHO and NALBOH conferences will be hold in San Antonio, Texas on July 26 – 28. Steve Scanlin and Betty Ann Nettleton will be attending NALBOH, while Russell Duke and Cindy Trail will be attending NACCHO.

IRIS

The IRIS registry was designed to track childhood immunizations. While the concept for a statewide tracking system of childhood immunizations was an excellent idea, there has been a growing lack of confidence in the system. It has been reported at times that 80% of the registry contains wrong data. Many individuals that use the program would prefer to fix the problem with IRIS than to scrap the program.

Dr. Ted Epperly

In your packet we included Dr. Ted Epperly's bio. We look forward to Dr. Epperly joining us in August.

EXECUTIVE SESSION – Dr. Marty Gabica

Performance Evaluation for Russell A. Duke

Dr. Gabica asked for a motion to enter into Executive Session for the purpose of discussing Russell Duke's performance evaluation.

Motion: Mr. Scanlin moved and Dr. Young seconded to go into Executive Session, under Idaho Code 67-2345 (b), for the purpose of discussing personnel matters. The motion was carried unanimously by roll call vote individually – Jane Young, Steve Scanlin, Phil Davis, Mary Egusquiza, Betty Ann Nettleton, and Marty Gabica.

Dr. Gabica asked for a motion to exit out of Executive session.

Motion: Steve Scanlin moved under Idaho Code 67-2345 (b) that we come out of Executive Session. Let the record show we made no decisions regarding personnel matters. Jane Young seconded the motion. The motion was carried unanimously by roll call vote individually – Jane Young, Steve Scanlin, Phil Davis, Mary Egusquiza, Betty Ann Nettleton, and Marty Gabica.

Dr. Marty Gabica provided a hardcopy of Russ Duke's overall evaluation for his personal review. The Board is very pleased with Russ's performance and thanked him for doing a very good job. Steve Scanlin reinforced the Board's desire for a more diverse sampling of staff (professional, clerical, and support staff) to be included in Mr. Duke's October evaluation. The Board would like five random staff members from each group to have the opportunity to evaluate Russ's performance.

ADJOURN – Dr. Marty Gabica

Dr. Gabica adjourned the meeting at 4:07 p.m.

Respectfully submitted:

Date:

Steve Scanlin, Chair

Russell A. Duke, Secretary